

MEETING ANNOUNCEMENT

Joint Rapporteurs' meetings for Q1, 2, 5, 6, 7, 9/9

China [Wuhan], 15-17 April 2019

1 Meeting venue and registration

As agreed at the previous SG9 meeting (21-28 November 2019) held in Bogota, Colombia, and in agreement with SG9 Chairman, Mr Satoshi Miyaji (KDDI, Japan), the following SG9 Joint Rapporteur meetings will be organized at the kind invitation of Huawei Technologies, China:

– **Joint meetings of Questions: Q1, Q2, Q5, Q6, Q7, and Q9/9**

The venue (including address) is:

- **Venue: *Wuhan Joya Hotel***
Address: *No.289 Guanshan Avenue, East lake High-tech Development Zone, Wuhan, China.*

To enable the host to make the necessary arrangements and organization of the Rapporteurs meetings, please register via the [on-line form](#), as soon as possible, but not later than **Monday 1 April 2019**. Please note that pre-registration of participants to the meeting is carried out exclusively online **at the following address:**

<http://www.itu.int/net/itu-t/lists/rgmdetails.aspx?id=9519&Group=9>

2 Meetings terms of reference:

The following Terms of Reference are set for this joint Rapporteurs meetings.

Question	Terms of references
Q2	- Progress on J.oneway-dcas-part1, J.oneway-dcas-part2, J.oneway-dcas-part3 Address UK and Israel Concerns to proceed with TAP approval for J.1012-J.1015 and J.1015.1 (TBC) - Consider new contributions
Q5	- Progress on J.stvos-spec-arch, J.stvos-sec, and J.stvos-hal - Consider new contributions
Q6	- Progress on J.jcnp-smga, J.acs-stb, etc. - Consider new contributions
Q7	- Progress on TP.fdx-asi, J.ipvb-req - Consider new contributions
Q9	- AAP for J.302amd-1 - Progress on J.pcnp-fmw, J.cable-ott, TP.b-catv - Consider new contributions
Joint Q1, Q7	- Joint session to address DOCSIS 3.1. draft Recommendations. This session will be chaired by WP2/9 Chair, Mr TaeKyoon KIM

3 Meeting schedule

A draft meeting plan is provided in [ANNEX 1](#) for the meeting participants' convenience.

The SG9 Rapporteurs meetings will open at 0930 hours on the day (15 April 2019). Participant registration will begin at 0830 hours. Detailed information concerning the meeting rooms will be available onsite and provided to you at the registration desk.

4 Visa to enter China

To enter China for the meeting indicated above, you may need a letter of invitation from the host (Huawei), which you will need to present to the Chinese Embassy/Consulate in your area in order to obtain your visa (see [ANNEX 2](#) for the Invitation letter). The visa must be requested and obtained from the office (embassy or consulate) representing China in your country or, if there is no such office in your country, from the one that is closest to the country of departure. Please be aware that visa approval might take time so kindly make your visa request as soon as possible.

5 How to contribute

To contribute to the Rapporteurs meetings, please send your Contribution to the responsible Rapporteur, preferably by **Monday, 8 April 2019**, or submit the Contributions directly to the document repository at the related [SharePoint site](#), which is made available from the various rapporteur meetings webpages.

Question	Rapporteur	Associate	Website
Q2/9	Han-Seung Koo (koohs@etri.re.kr)	Kenji Obata (k-obata@jllabs.or.jp) Qiang Wang (wangqiang@abs.ac.cn)	Q2-rap-meeting SharePoint site
Q5/9	George Lee (george.lee@huawei.com)	Shinya Takeuchi (takeuchi.s-js@nhk.or.jp)	Q5-rap-meeting SharePoint site
Q6/9	Shizhu Long (longshizhu@skyworth.com)	Pradipta Biswas (pradipta@iisc.ac.in)	Q6-rap-meeting SharePoint site
Q7/9	Tae Kyoon Kim (tkkim@etri.re.kr)	Ouyang Feng (ouyangfeng@abs.ac.cn) Evan Sun (evan.sun@huawei.com)	Q7-rap-meeting SharePoint site
Q9/9	Eric Wang (eric.wangxiang@huawei.com)	Soonchoul Kim (choulsim@etri.re.kr)	Q9-rap-meeting SharePoint site
Joint Q1 & Q7/9	Tomoyuki Shimizu (tm-shimizu@kddi.com) Tae Kyoon Kim (tkkim@etri.re.kr)		Q1-rap-meeting SharePoint site Q7-rap-meeting SharePoint site

Please use the provided [template](#) to prepare your contribution:

https://extranet.itu.int/meetings/ITU-T/MTG%20Template/RGM_mtgdoc_template.docx

The name, telephone numbers and e-mail address of the person to be contacted about the contribution should be indicated on the cover page of all documents.

6 Other useful information

The meeting will be run paperless and the discussions will be held in English only.

The audio teleconference (GoToMeeting) may be prepared upon request. If any participant is willing to use it, please notify the concerned Rapporteur and TSB (tsb9@itu.int) as soon as possible.

Additional practical information is to be found in [ANNEX 3](#).

Yours faithfully,

Satoshi Miyaji

(ITU-T SG9 Chairman; KDDI, Japan)

Annexes: 3

- [ANNEX 1](#) – DRAFT TIMETABLE
- [ANNEX 2](#) – INVITATION LETTER REQUEST FORM
- [ANNEX 3](#) – PRACTICAL INFORMATION

ANNEX 1 – DRAFT TIMETABLE FOR JOINT RAPPORTEUR MEETINGS

Draft meeting plan for Joint Rapporteur meetings

(China [Wuhan], 15-17 April 2019)

Session	Monday 15 April				Tuesday 16 April				Wednesday 17 April			
	S1	S2	S3	S4	S1	S2	S3	S4	S1	S2	S3	S4
Q1/9					2 ^{A*}							
Q2/9			X ^{B*}	X ^{B*}			X ^{B*}	X ^{B*}			X ^{B*}	X ^{B*}
Q5/9	X ^B	X ^B			X ^B	X ^B			X ^B	X ^B		
Q6/9				1 ^A		X ^A				X ^A		X ^A
Q7/9	X ^A				2 ^{A*}		X ^A		X ^A			
Q9/9		X ^A	X ^A	1 ^A				X ^A				

S1: 0930–1045;

S2: 1115-1230;

S3: 1430-1545;

S4: 1615-1730;

NOTE	
X	Represents a meeting session
*	Remote participation is organized, details will be circulated via SG9 emailing list.
1	Joint session Q6 and Q9 to discuss items of common interest
2	Joint session Q1 and Q7 to discuss DOCSIS 3.1 issues
A	The meeting takes place in Room A - Room A
B	The meeting takes place in Room B

ANNEX 2 – INVITATION LETTER REQUEST FORM

All foreign visitors entering China must have a valid passport. Visitors from countries **whose citizens require a visa should at the earliest time and well in advance of travel apply for a visa at a Chinese Embassy or consulate.** You may need a letter of invitation from the Chinese host, which you will need to present to the Chinese Embassy/Consulate in your area in order to obtain your visa. The visa must be requested at least four (4) weeks before the start date of the meeting and obtained from the office (embassy or consulate) representing China in your country or, if there is no such office in your country, from the one that is closest to the country of departure. In order to obtain the invitation letter, please:

- a) Fill out the form below
- b) Provide the electronic copy of foreigner's passport (the name, date of birth, nationality, passport number, valid date of passport, etc. must be seen clearly);
- c) Provide the electronic copy of previous Chinese visa and records (if foreigners have been to China before);
- d) Send the info in a), b) and c) as email attachments to: Eric Wang (eric.wangxiang@huawei.com) and Evan Sun (evan.sun@huawei.com)
- e) please mark as reference in the subject **“Invitation letter request for Joint Rapporteur meetings for Questions Q1, 2, 5, 6, 7, 9/9, Wuhan, China”**:

Company and Title			
Applicant Information	[Click and Type in your full name]	<input type="checkbox"/> Mr	<input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs
	[Nationality]	Date of birth : [Year] [Month] [Day]	
	[Passport No.]	Place of Issue: "[Place of Issue]"	
	Date of Issue: [Year] [Month] [Day]	Date of Expiry: [Year] [Month] [Day]	
	If the country in which you'll obtain your visa is different from your nationality, please indicate it here: [Country to obtain your visa]		
Address	[Click and Type in your address and ZIP code]		
	Telephone Number: [Click and Type in phone number] Fax Number: [Click and Type in fax number] E-mail: [Click and Type in email]		
Date of arrive at China		Date of departure from China	

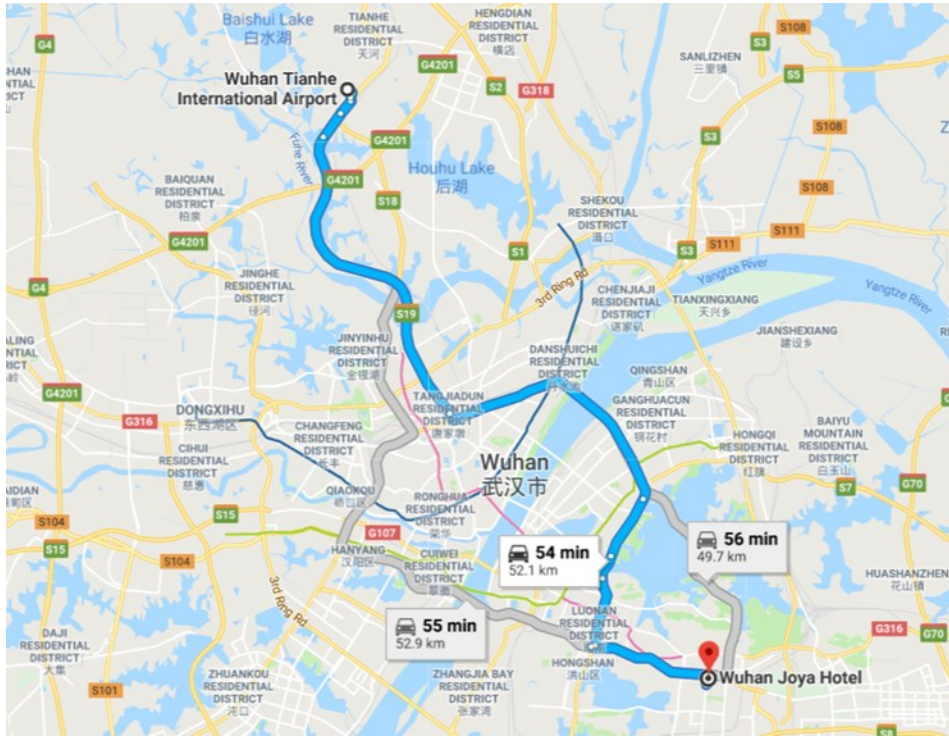
(Please do not forget to attach a copy of your passport photograph page before sending. (it should be discernible so to be able to use it).

In order to receive an invitation letter and to proceed your VISA application, your information should be provided to the host (eric.wangxiang@huawei.com) before 31 January 2019.

ANNEX 3 – PRACTICAL INFORMATION

1. Meeting Venue:

- **Hotel Venue: *Wuhan Joya Hotel***
Address: *No.289 Guanshan Avenue, East lake High-tech Development Zone, Wuhan, China.*



2. Transportation and site information

Transportation:

About 60km from Wuhan Tianhe International Airport, Wuhan.

Taxi fare about 190CNY

About 25km from Wuhan Railway Station, Wuhan

Taxi fare about 60CNY

3. Passports and Visas

All foreign visitors entering China must have a valid passport. Visitors from countries whose citizens require a visa should at the earliest time and well in advance of travel apply for a visa at a Chinese Embassy or consulate. The following provides information relating to entry into China. For an invitation letter, please see [ANNEX 2](#) above.

4. Climate – during April

Monthly Average values of the temperature and precipitation in Wuhan, China are given in the table below:

	April
Average Max Temperature	22°C
Average Minimum Temperature	13°C
Average Precipitation	9 days

5. Hotels

5.1 Wuhan Joya Hotel (Joya Wuhan Optics Valley) (Venue)

<https://www.accorhotels.com/gb/hotel-A6V6-joya-wuhan-optics-valley/index.shtml>

Address: No.289 Guanshan Avenue, East lake High-tech Development Zone, Wuhan, China.

5.2 Holiday Inn Express Wuhan Optical Valley

<https://www.ihg.com>

Address: No. 332 Guanshan Ave, Donghu High Tech Development Zone, Wuhan, 430074 Mainland China

You may book the hotels via their website, or you may also use the following booking agents to choose hotels you like.

- [Booking.com](https://www.booking.com)
- [Tripadvisor](https://www.tripadvisor.com)

6. Additional information

General Information for stay in Wuhan, China

Mobile phone: GSM and CDMA services provided by China Mobile, China Unicom and China Telecom.

Currency: local currency RMB Yuan(¥), the exchange rate of US\$ and RMB is around 6.37

Tipping: Tipping is not necessary.

Time Zone: GMT+8:00.

Voltage: 220 Volts50Hz. Please make sure you have the proper adapter.

The following is the picture for outlet type.



Emergency Number: In case of emergency please dial **110**.

Sight Seeing:

<https://wikitravel.org/en/Wuhan>

https://www.tripadvisor.com/Attractions-g297437-Activities-Wuhan_Hubei.html

Contact persons

Eric Wang, Huawei Technologies Co., Ltd., eric.wangxiang@huawei.com

Evan Sun, Huawei Technologies Co., Ltd., evan.sun@huawei.com
